

Faculty of Science & School of Nursing Safety Committee (SHSC)
Meeting Minutes for March 1, 2018 THURSDAY 10:30 a.m. – 11:30 a.m., Room S270
Attendance Aug 2017-June 2018 (X= present) (A = absent) (P = proxy received)

Meeting Dates		8 31	9 28	10 26	11 30	12 Cancelled	1 25	3 1	4 5	4	5	6
Hammer, Trent	CHAIR Chem	X	P	P	A		X	X				
Taylor, Colin	CHAIR Phys	X	X	X	X		X	X				
Anderson, Lucille	Bio	X	X	X	A		X	X				
Crowe, Tim	Bio	A	X	X	P		X	X				
Duggan, Bunny	Record Bio- Safety Officer	X	P	X	X		X	A				
Fairman, Peter		X	X	X	X		X	A				
Lu, Ning	Comp		X	X	X		X	X				
Miller, Christine	UEPrep		X	X	X		P	X				
Jyrkkanen, Stacey	SEM	X	A	A	A		A	A				
Lettinga, Marten	Chem	A	A	X	X		X	X				
McKenzie, Wendy	Nurs	X	A	X	X		X	A				
?	Math											
Prescott, Walter	ARET	A	P	P	A		X	X				
Purdy, Susan	Bio	X	X	X	X		A	A				
Sorensen, Jacque	NRS	X	A	X	A		X	X				
Urban, Joanna	Micro	A	A	A	A		A	A				
Van Wagoner, Nancy	Geo	A	P	A	X		P	X				
Walczak, Sonia	AHT	P	P	X	P		P	P				
Wood, Ricky	Resp	X	X	X	X		X	X				

1. Adoption of Agenda

- Added to item 4(e): (i) Hand Dryers; (ii) Window coverings in classrooms – Nancy.
- APPROVED AND ADOPTED by all members present.

2. Review of Minutes from January 25th, 2018.

- APPROVED by all members present.
- Under Old Business, Item 3(f) - Nancy noted that the vent is not working. It doesn't come on at all. Also there are several stickers that have asbestos warnings. Perhaps someone from safety and emergency management can come and check that out.
- **ACTION:** Colin will put this item back on the Agenda.

3. Old Business (taken from January minutes)

a) New Chemical Storage, Labelling and Inventory System (Chemistry/All)

December 1st, 2018 deadline

Possible label making advice?

- Trent will bring in someone next week about labelling. All chemicals on campus have to get new SDS labels by December 1, 2018. Also working on getting a list of all chemicals on campus. It will be set up so that there are different user types.
- Hiring a technician soon. The technician will be a resource to help and guide you. It will all be explained in the guide for dummies which is being worked on right now and will be sent out to everyone when it is ready.
- **ACTION:** Trent will ask Dayton to come to the next meeting.
- Re: Chemical storage unit - everything has been ordered to get in place for March 31st. There is a room allocated in there for research, so researchers can have a place to store long-term chemicals.

b) Sign-offs

Tabled until Spring 2018

c) Pedestrian and vehicle safety at East Gate Entrance

New signage in place

- Safer now that it's been improved. Has some temporary signage now.
- **ACTION:** Ask Peter if there is there a long-term plan.

d) Contractors on campus (Colin)

Picture ID for TRU campus Facilities personnel

Contractors in the building in December

- A laptop was stolen a couple weeks ago.

e) WHMIS Training for ARET Department (Walter)

- Still waiting for the note from Peter.
- It was mentioned at the ARET department meeting but it was decided that everyone was too busy with accreditation happening. Will pick it up some time at the beginning of summer semester.

f) Smoking (and other personal habits) near entrances (Colin)

TRU Policy for smoking, vaping, marijuana use, etc.

- Is there a committee to discuss this on campus? Is this something this committee should be handling? This issue did come up in the Josh meeting.
- Thought campus was a scent-free zone?
- We don't have federal legislation for marijuana for now. What are we supposed to do? Phone security?
- Have concerns about students using lab equipment if they're under the influence of anything.
- Is that the responsibility of this committee?
- One professor in RESP program is an expert on this, can we invite him to come to this meeting?
- **ACTION:** Ricky will invite Aaron to the next meeting.

4. New Business

a) Incidents (Stacey/Peter/All)

- None to report.

b) Pedestrian Sidewalks from N lot to the Trades Building (Christine)

- Safety issues coming in from Lot N. It was brought up at a department meeting that there is more traffic at that lot and there are many Trades students who are parking there and then walking on the side of the road because there is no sidewalk there. Can we get a sidewalk put in? Can we write something and send it to Josh?
- **ACTION:** If you see a problem like that report it to the TRU safety app and if enough of us report it then maybe something will be done. Say "students on the road, unsafe". You can also use that app if you see people smoking near entrances.

c) Lab Manuals for SEM? (Colin)

- Tim talked to Peter about that, it relates to sign-offs. Peter has someone reporting to him and he wants them to go through lab manuals and identify things that can be used into something else. Procedure may not be identified as well as it could be in lab manual.
- **ACTION:** Colin will see if there is a better way to get that done and talk to Peter about it.

d) Next meeting?

- We'll meet the first Thursday of the month the rest of the year. Same time, same place. Next meeting is April 5th.

e) Other?

(i) Hand Dryers (Nancy)

- The hand dryers in the washrooms are really loud and there have been studies that show that they exceed decibel safety levels. If this was an

industrial setting they would be noisy enough for it to be required to wear earplugs. Sent Colin a couple of articles on this subject.

- **ACTION:** Colin will measure decibel levels and see what Peter says about it. Will distribute the articles for our next meeting.
- Jacque - did HVAC retrofit in the summer and put a fan in 378 (lab) and it's so loud that's it hard to teach. Was told that it was set on high and they were going to fix it, but it still hasn't been done. Talked to Mark about it and they said they're on it. Students have voiced that it's very bothersome to them as well.
- **ACTION:** Jacque will bring it up as a safety concern in Faculty Council. Colin will come up and have a look also.

(ii) Window Coverings in classrooms (Nancy)

- There is frosted glass on classroom doors which makes it uncomfortable to be alone with a student in the classroom. It's often too noisy or cold to leave the door open. Can we have curtains installed instead? Can we request that the door be unglazed?
- **ACTION:** Colin will put this item back on the Agenda and bring in Stacy to explain the rationale on why they made that decision.

Tentative date for Next meeting: April 5th, 10:30